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RESPONSIBILITIES OF USDA PERSONNEL NAMED AS POINTS OF CONTACT WITH
THE MILITARY SUBSISTANCE AGENCY

Under normal conditions and in so far as possible in an emergency, military food requirements will be consolidated by the Military Subsistence Supply Agency at its National headquarters in Chicago, Illinois. To the extent that any type of allocation or special food assistance is required, the MSSA National headquarters will normally work with USDA National headquarters in Washington. This instruction is to indicate how military requirements might be met in a period when a lack of communication or other causes make it necessary for MSSA field offices or USDA State offices to operate without guidance from their National headquarters. In such a situation, it is anticipated that the food situation would be such that these field MSSA offices would require assistance from USDA in procuring the types and amounts of food needed by the military for use in their area.

Those persons who have been named as USDA "points of contacts" or as their alternates for working with MSSA offices, would serve in a liaison capacity between the MSSA office and the USDA State Administrator. (See Exhibit A) In nearly all cases, those persons so named reside in the same area where the MSSA offices are located. The selection has been made in this manner, to facilitate post-attack operations. It will be the duty of the USDA State EPC Chairman to develop plans for communications and relaying of information post-attack, between himself and the "points of contacts" whenever they are located in different cities.

To the extent that interstate or other regional directions through USDA channels is available, guidance will be obtained by the USDA State Administrator from the USDA Regional Liaison Representative in handling military food requirements submitted by local MSSA offices. Necessarily this guidance will be limited and will be of a policy nature. The responsibility of deciding as to how much food in the state can be released for military use will be that of the USDA State Administrator. Guidance for use in determining the reasonableness of any military requests received, are attached as Exhibit B. A copy of a draft form proposed for use in submitting such requirements is attached for your comments. (See Exhibit C.)

There are twenty-four MSSA offices in eighteen states. Post-attack it is assumed that these offices would procure for the military forces in their area if they are unable to receive directions from their National headquarters. This means that some of these MSSA offices would be procuring for military personnel in several states. Tentative plans, however, are for all such procurement to be channeled through the USDA State Administrator for the state in which the MSSA office is physically located.

In three cases there will be more than one MSSA office within the same state, and in these cases, the USDA State Administrator will have the added responsibility of resolving which military requests should be filled when there are insufficient supplies to meet requests of each of the MSSA offices in his state.

In those states where no MSSA office is located (See Exhibit D), military requirements for food from those states will be received by the USDA State Administrator, through the USDA State Administrator in the state where the responsible MSSA office is located. It will be the responsibility of the State Administrators in such a case to jointly determine the degree to which or how MSSA requirements should be met. It has been tentatively agreed with MSSA regional office that their requirements will indicate the point at which they desire to procure such food as well as the quantity needed and the destination where such food should be shipped. This information will be useful to the State Administrator in evaluating how and where such procurement should be made.

Exhibit A

PERSONS NAMES AS USDA-EPC "POINTS OF CONTACT"
WITH MSSA OFFICES

Mobile, Alabama	J. R. Bath, ASCS State Officer Sam J. Curcio, ASCS State Officer Wm. T. Brown, Soil Conservation Service (No alternate)
Phoenix, Arizona	AMS Personnel Not yet names Alt. Carl Lorenzen, AMS
Los Angeles, California	Warren C. Noland, Fruit & Vegetable Division AMS
Oakland, California	Dower T. Mohon, Fruit & Vegetable Division AMS
San Diego, California	James Kuden ASCS County Office
Denver, Colorado	(Not yet named)
Jacksonville, Florida	Joseph M. Doris, Federal-State Market News Service
Chicago, Illinois	Howard Miller, Food Distribution Division Alt. Walter P. Patterson, Head of Plenti- ful Foods Program, FDD
Landover, Maryland	Mr. Creighton N. Guellow, State Statis- tician Alt. Andrew W. Lathrop
Kansas City, Missouri	(Not yet named)
New York City, New York	Daniel Alfieri AMS Alt. Marabel Spear AMS
Philadelphia, Pennsylvania	Lester C. Fox SCS Field Information Unit Alt. Gordon S. Smith
Columbia, South Carolina	Crawford E. Foe ASCS State Officer Alt. T. W. Morgan Extension Service
Nashville, Tennessee	Jos. S. Mullican, ASCS State Officer Alt. Houston O. Gillespie
El Paso, Texas	Lloyd Frazier, AMS Alt. Bernard G. Bryson, Meat Inspection Division ARS
San Antonio, Texas	J. P. Whitman, ARS

Salt Lake City, Utah

Dr. Charles Barnes, Veterenarian, Meat
Inspection ARS
Mr. Charles B. Woolley, Fruit & Vegetable
Division

Chatham, Virginia

(Not yet named)

Richmond, Virginia

(Not yet named)

Seattle, Washington

T. E. Falbhe Marketing Specialist AMS
R. E. V. Starr, AMS Livestock Division
Alts. Leroy Gay AMS Fruit & Vegetable
Division
Gilbert J. Regelin AMS Poultry
Grading

EXHIBIT B

DISCUSSION DRAFT

USDA STATE DEFENSE OPERATIONS HANDBOOK,
PART 3, CHAPTER 2

Handling Military Claimancy For Food. With the exception of bread and milk which may be procured by the military locally, all post-attack military food procurement will be through either the Headquarters, Military Subsistence Supply Agency (Hq,MSSA) or its field Headquarters (MSSA) for all agencies in the Department of Defense. When communications permit, procurement of milking requirements will be carried out by the various MSSA Regional Headquarters under the coordination of Hq, MSSA. These military requirements for food will be submitted by Hq,MSSA to USDA National Headquarters for allocation. USDA National Headquarters will advise USDA State Administrators of allocations for military procurement within their state so that they can advise and direct suppliers to honor such allocations or purchase authorization.

If, as a result of the attack, either USDA National Headquarters or MSSA Headquarters is inoperative, military requirements will be presented to the designated USDA State officials and procurement will be through the ten MSSA Regional offices or their branch offices. USDA State Emergency Planning Committee Chairmen have designated a USDA official (and an alternate) as a point of contact for each of these MSSA offices to submit requirements, obtain procurement authorizations and work out arrangements for handling problems. A USDA State Administrator in a "cut off" situation who receives by this procedure a MSSA request to procure food outside his state shall if possible contact the USDA

State Administrator in the affected state for permission to authorize the military procurement requested. If the request cannot be filled, the USDA State Administrator originally receiving the request from MSSA shall advise the MSSA office of the decision and see if substitute foods or sources can be worked out. In no case will any USDA State Administrator except the one originally receiving the request contact the MSSA office or its agents relative to such a request. These are temporary arrangements to be in effect only until national level coordination of military food procurement is possible.

INFORMATION TO BE PROVIDED BY MSSA ON FOOD REQUESTS. To facilitate post-attack operations, particularly in a "cut off" situation when national review of food supplies and requirements is not possible, the following guidelines have been agreed to by the Military Subsistence Supply Agency and USDA for handling Food Requests of the military:

a. Requests for Food Allocations by MSSA offices (whether national or others) shall provide the following:

- (1) Name and location of MSSA office making request.
- (2) Location of military installations to be supplied by request (over seas only, or general areas within U. S. but not details as to posts or camps, etc.).
- (3) Time period and number of men to be supplied. (Approximate total number only).
- (4) Stocks of food "on hand" and supplies requested.

b. Claims of Food For Combat Units shall be separate requests and contain the following:

(1) Itmes for special packaged rations for combat units. (Such request should include all items to go into a packaging order. These are top priority military requirements. Requirements for special packages shall include for each component type of food:

- (a) Total quantity requested.
- (b) Type of package (size of containers, etc.)
- (c) Normal or alternate supplier from whom it is desired to procure.

(2) Food Itmes for Combat Units other than Special Packaged Rations

- (a) Total quantity requested of each food item.
- (b) Normal and alternate suppliers (where they desire to procure these items).

c. Food for all other Military Personnel (including dependents supplied from military installations.)

(1) Preferably, a request for an allocation by other than by National MSSA Headquarters, should include all food to be procured for claimants in this category for a 30 or 60-day period. It should be in the following detail for each type of food. (Military requirements for these items have the same priority as civilian food requirements).

- (a) Total quantity desired, by type.
- (b) Alternative foods acceptable if requested item is not available.
- (c) Procurement schedule (quantity daily, all at one date, etc.)
- (d) Preferred place of procurement and acceptable alternatives.

(e) Destinations (for all car load lots or larger going to any one post, camp or station).

HANDLING MILITARY REQUESTS BY USDA STATE OFFICE. When a "cut off" situation makes it necessary for a MSSA office to submit requirements to USDA State offices through the USDA "point of contact", the USDA State Administrator receiving the request will be responsible for seeing that the necessary actions are taken. These may include release from a "freeze" or other USDA Control of MSSA stocks in commercial storage, assisting MSSA offices to procure food not under USDA distribution control orders and assisting MSSA to find substitutes when requested food items specifically requested cannot be supplied. This would include acquainting local MSSA offices with the supply situation for foods in short supply. General guidelines by types of foods are as follows:

a. For Perishables. (Fresh fruits and vegetables and other foods not under freeze order).

Advise the USDA State Administrators in all other states covered of a MSSA request of what is desired and ask if adequate supplies are available in their States to fulfill that part of the military request to be met in their State and needs of civilians and others. If supplies are adequate, request the appropriate USDA State Administrator to advise suppliers to meet the military request. The USDA point of contact for the MSSA office would advise the MSSA office where such type of food can best be procured. This would be primarily a service function to the military since supplies of these items would not be under a USDA freeze.

b. For Semi-Perishables and Non-Perishables. (All foods under USDA inventory freeze and distribution control orders).

(1) Special Military Packaged Rations. It is difficult if not impossible for USDA to properly evaluate the need for special package rations of the military. Procurement and packaging these items normally involves a lead time of 120 days or more. In order to fit into packaging plans, special containers are required. Sometimes only one or two suppliers in an area are able to provide a specific component. Under post-attack conditions, USDA State Administrators in a "cut off" situation will assist MSSA to fulfill its needs for these special package items unless it means a shortage of food to meet the food standard.

Special packaged rations owned by or being processed for the military at the time of an attack shall be regarded as military property. These items, if located in commercial storage off military reservations, will come under USDA control as a result of any "freeze order" applied to food stocks. However, upon request of the appropriate field office of MSSA, these stocks shall be immediately released to MSSA for military use only. In no case shall such packaged rations be released for any other use without the prior written approval of MSSA.

(2) Other Food for Personnel in Combat Areas. Troops engaged in combat shall have first priority for available food. However, this should not be construed as permitting a building up of stocks of food in pipelines to these troops during any period of domestic

food shortage. USDA State Administrators will provide every possible assistance to MSSA to meet the immediate needs for these units.

(3) Food for all other Military Personnel. To the maximum extent possible, military requests for food for noncombat groups should be filled with fresh and frozen fruits and vegetables and meat.

Use of canned foods to feed military non-combat groups and civilians should be minimized in the immediate post-attack period.

Rations requested for non-combat military personnel should be in relation to the level of food supplies for civilians. For example, if the food standard for civilians in an area provides an average of about 2400 calories per day, per person, the military ration in the area should be calculated to provide no more than about 3600 calories. This 50 percent differential is to recognize difference in types of persons and work involved. The caloric level of a military request can be determined by using the procedure outlined in Exhibit 1 to 3 SDH 68. Civilian dependents of military personnel living on military bases, of course, would receive rations at the civilian level though. USDA State Administrators in the areas involved, if they cannot jointly meet the military claims requirements in category (c) above for non-combatant military personnel and equal priority civilian requirements and other requirements, shall jointly provide the military with a proportion of its requirements in this category equal to that being provided to civilians. (The tentative agreement between USDA and MSSA-DOD provides that post attack military requirements for non-combat personnel shall be based

on no more than 1.5 times the average civilian rationing level in the area or, if differential food rationing is in effect, the highest level of rations provided to civilian men doing heavy work.

Military requirements submitted during the period when procurement requirements handled other than through the USDA and MSSA National offices shall not provide for any building up of food stocks at camps, posts, and stations in continental U. S.)

ITEM NO. a	ITEM DESCRIPTION b	UNIT OF ISSUE c	STOCK ON HAND d	QUANTITY REQUIRED e	QUANTITY ALLOCATED f

Planning Subsistence Supply Support For The Armed Forces

A. Introduction

1. The National Food Plan - Annex 31 of the National Plan for Civil Defense and Defense Mobilization establishes the Department of Defense as the claimant agency for food for military uses. The Military Subsistence Supply Agency (MSS) is the DOD element charged with providing food for the Armed Forces under all conditions, emergency and otherwise.

2. Under emergency conditions, with communications, transportation and other facilities in the nation intact, MSSA will direct supply activities needed to insure adequate and timely supply of food to the Armed Forces of the United States. Under conditions of attack, MSSA supply purchasing activities will perform their assigned mission to the extent of their capability. Operative alternate elements will assume the mission of inoperative MSSA activities in accordance with military and civilian emergency plans to provide military food requirements in full cooperation with USDA.

B. The MSSA Organization (Chart #1 - Map)

1. The MSSA organization covers the continental United States.

National Headquarters are located in Chicago, Illinois. Decentralized procurement operations are conducted by ten regional headquarters. In addition it has thirteen permanent and seven temporary field offices to supplement regional procurement activities.

2. The main elements of the Headquarters, MSSA organization are:

(Chart #2)

- a. Requirements and Distribution Division which determines subsistence requirements and distribution patterns, and acts

as inventory control point for single manager owned stocks.

b. Purchasing Division which formulates purchasing policy and procedures.

c. Quality Control and Inspection Division which establishes and coordinates measures for inspection and quality control.

3. The ten regional headquarters are responsible for purchasing and arranging inspection for all subsistence purchased. They are also responsible for the storage and distribution of perishable subsistence. The Executive Director, MSSA has a direct command line to the regional headquarters.

C. Major Peace Time Functions

1. Procurement - MSSA employs three separate purchasing methods.

The first and most general procedure is the notice of intent to purchase (NIP) whereby nationwide solicitation of both perishable and nonperishable items are made for delivery at a specific time and place. Under the NIP method, one regional headquarters may buy items characteristic to its area for customers all over the world. A second method is sight buying of fruits and vegetables at terminal markets. These purchases are made by regional headquarters for delivery to military installations within their respective areas. The third method takes place in the growing field or shipping points. These purchases are made by field buying offices for MSSA customers all over the world.

MSSA authorizes the military services to buy certain food items at installation (port or base) level, when it is good business to do so. Called local purchase authority, it covers fresh dairy and bakery items and brand-name items (mainly for resale in commissaries).

2. Requirements and Distribution - Food distribution is governed by requirements submitted by the Military Services. For distribution purposes, requisitions fall into two general categories, nonperishable subsistence and perishable subsistence, each of which has a separate and distinct system for requisitioning and distribution: Nonperishable subsistence requisitions are submitted direct to a single processing center located at the Columbus General Depot, Columbus, Ohio. Perishable requisitions are forwarded to the individual regional headquarters which has area responsibility for the requisitioning station.

3. Distribution Pattern - The base for distribution of nonperishable foods is the six General Depots and two Naval Tidewater Supply Centers.

(Chart #3) The base for distribution of perishable foods is the regional headquarters. Perishable foods may be distributed from refrigerated warehouses, either government or commercially owned, direct to military installations within respective regional areas. (Chart #4)

4. Direct Vendor Delivery - When local storage capacity or consumption rates permit, carlot shipments of both perishable and nonperishable items go direct from supplier to consumer.

5. Inspection - Food products are inspected either by USDA, the Army or Air Force Veterinary Services, QMC inspectors or the contractor himself.

D. Pre-Attack and Post-Attack Planning Actions

1. Coordination - The Executive Director, MSSA has been granted authority to effect direct communications in planning and operational matters with the Department of Agriculture, OCDM, and the Continental Army Command to insure subsistence supply support to the Armed Forces.

2. Pre-Attack Actions -- MSSA and USDA will develop coordinated instructions for inclusion in both MSSA's Emergency Operations Plan and the USDA State and County Defense Operations Handbooks. These instructions will provide for

a. USDA State EPC Committee to assign a person to serve under emergency conditions as a "contact point" for each MSSA regional headquarters and permanent supply office. He would be a personal representative of the USDA State Administrator in working with the MSSA regional headquarters on food supply requirements and allocation problems. He would be available pre-attack to get acquainted with the regional headquarters personnel and work out detailed operating plans for an emergency situation.

b. Hq, MSSA, on a recurring basis, to furnish USDA a list of commercial warehouses storing single manager stocks. To insure the integrity of these stocks which may come under USDA control as a result of any "freeze order" applied to food stocks, USDA will identify its records to provide for release from a "freeze" or other USDA control of these stocks when so requested by Hq, MSSA or MSSA regional headquarters.

c. Assistance to the USDA in development of plans for pre-positioned allocation of military food requirements and commercial cold storage space. MSSA will furnish the USDA, on a recurring basis, the following information:

(1) A list of wholesalers (non-processors) in port areas who would be looked to in an emergency as sources of shelf stocks for expedited oversea shipments.

(2) A list of commercial cold-storage contracts in current MSSA mobilization plans.

(3) Data accumulated under the Industrial Readiness Planning Program of facilities participating in the program. This will assure allocation of food processing facilities for post-attack production of military requirements.

d. Development of a self-explanatory MSSA form to be used by military activities for submitting post-attack food requirements.

3. Post-Attack Actions -- When communications permit military requirements for centrally procured items and overseas requirements will be submitted by Hq, MSSA to USDA for allocation. USDA National Headquarters will advise USDA State Administrators of allocations for military procurement within their State. Hq, MSSA will direct procurement activities of MSSA regional headquarters. In a "cutoff situation" when national guidance and control would be impossible, each MSSA Region Headquarters would act for Hq, MSSA within the area it is assigned to support.

MILITARY SUBSISTENCE SUPPLY AGENCY

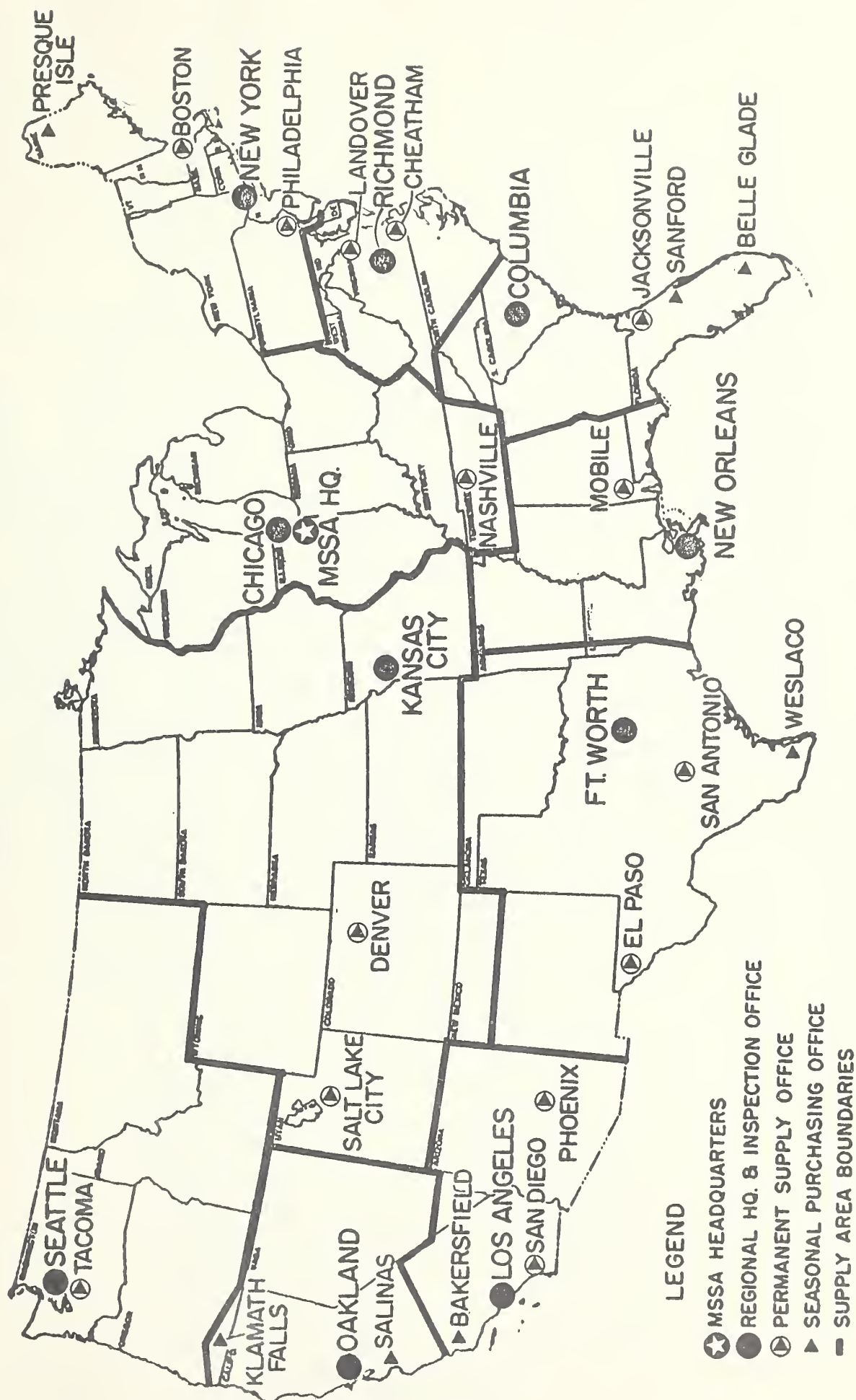
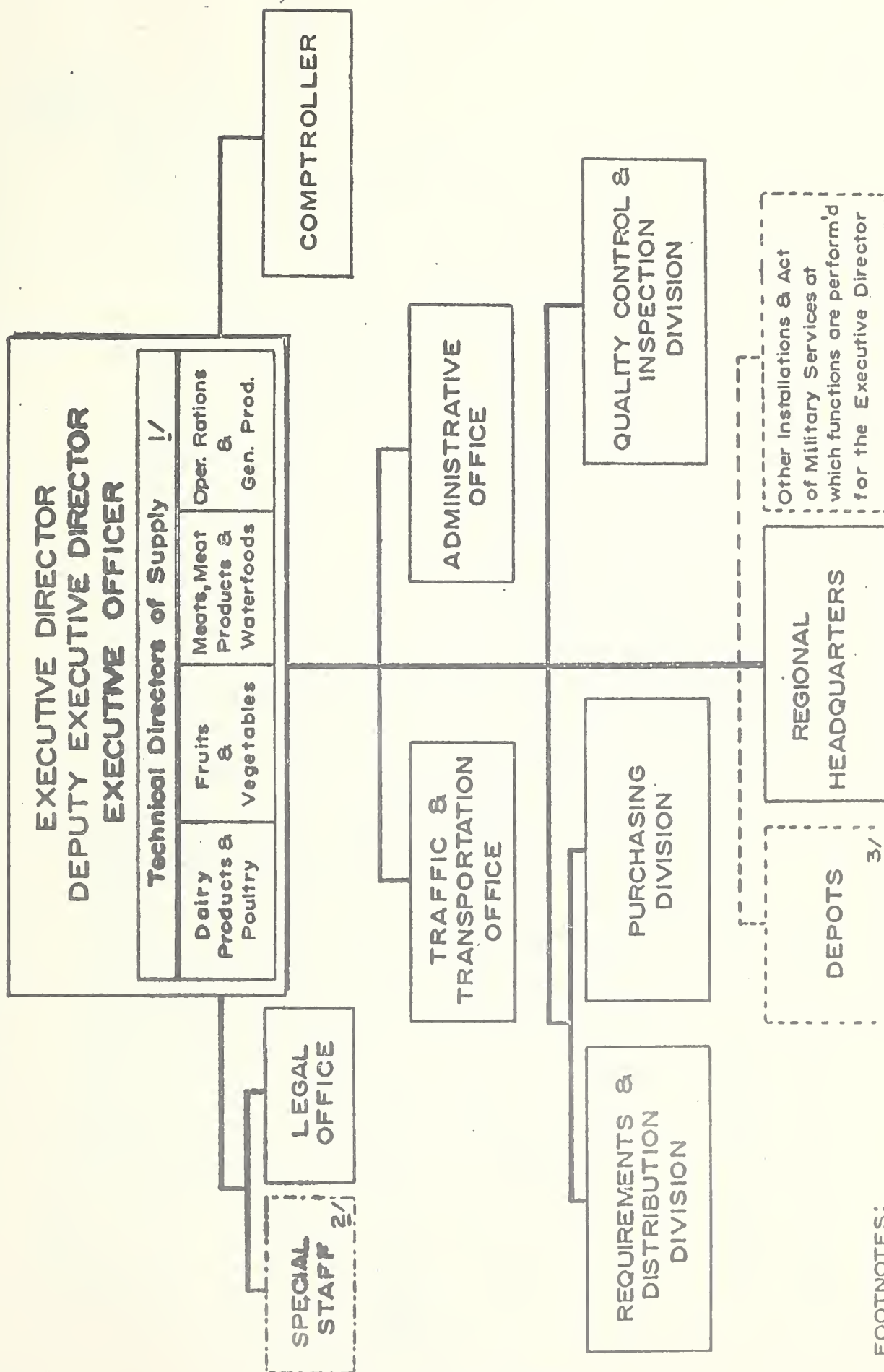


CHART / — MAP OF MSSA.

MILITARY SUBSISTENCE SUPPLY AGENCY



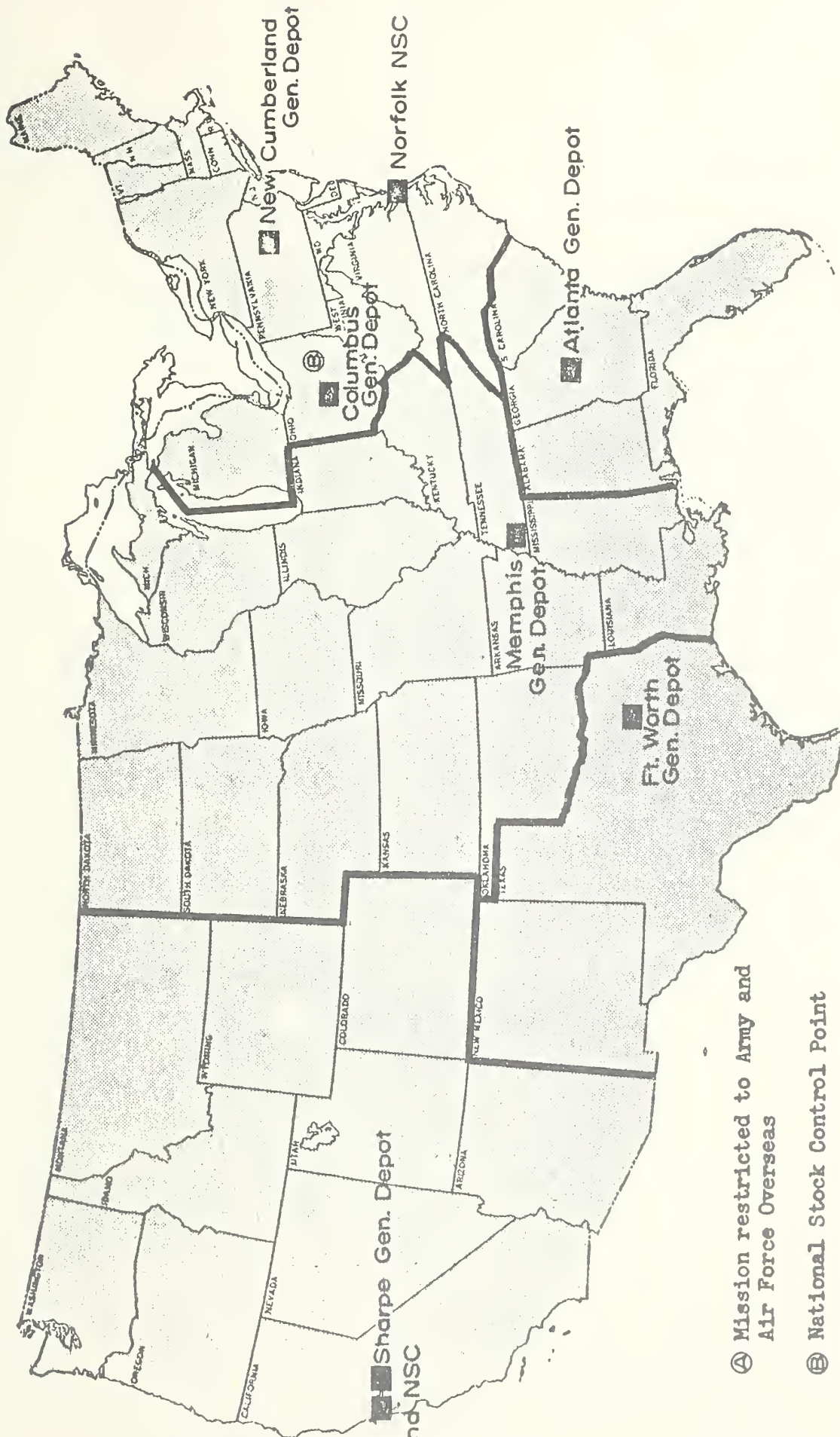
FOOTNOTES:

1/ Dual Capacity as Branch Chief 75 % and TDS 25 %

2/ Includes Intelligence Officer, Small Business Specialist & Military Education Officer, Information Officer, Provost Marshall and Safety Director

3/ Performs Assigned Functions in Connection with SM Stocks

MSSA NONPERISHABLE SUBSISTENCE STORAGE LOCATIONS



1 Jan. 1961

CHART 3.—DISTRIBUTION PATTERN FOR NONPERISHABLE SUBSISTENCE



Distribution Point for Fresh Fruit & Veg.

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